

~~SECRET~~

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

~~CONFIDENTIAL~~

~~SECRET~~

ANNUAL REPORT

SELECTION STAFF

~~SECRET~~

~~CONFIDENTIAL~~

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

~~SECRET~~

~~SECRET~~

~~SECRET~~

~~CONFIDENTIAL~~

SELECTION STAFF

REPORT OF PROGRESS AND PROGRAM PLANS

SECTION I Report of Progress and Accomplishments During the Period
1 July 1955 - 30 June 1956

Pages

1. Work Load and Flow of Applications 1
2. Policies and Procedures 2

SECTION II Report of Program Plans for 1 July 1956 - 1 July 1957

1. Work Load for Fiscal Year 1957 4
2. New Policies and Procedures to be Devised . . . 4

SECTION III Program Outlook for Budget Year for the Period 1 July 1957 -
30 June 1958 5

APPENDIXES

- A. Statistical Report - Membership in the CIA Career Staff, as of
30 June 1956
- B. Memorandum for the Record, subject: "Possible Conflicts Between
CIA Career Service Plan and Statutory Rights of Veterans, dated
6 September 1955"
- C. CIA Selection Board Status of Membership in the CIA Career Staff
as of 30 June 1956

Part I - Analysis of the Status of Membership in the Career Staff
of Those Persons Who Were on Duty as of 30 June 1956

Part II - Analysis by Grade and Selection Criteria of all Deferred
or Denied Cases (including persons who resigned subse-
quent to Board action)

- D. Analysis by Component and Career Service of Persons Selected into
the Career Staff by Action of the CIA Selection Board as of
30 June 1956

~~CONFIDENTIAL~~

~~SECRET~~

~~SECRET~~

25X9

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

~~SECRET~~

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

positions are acted upon by the CIA Selection Board without reference to an Examining Panel. Hence, the CIA Selection Board acted on more cases than did the Examining Panels. See Part B, Appendix C for analysis by grade and selection criteria of all deferred or denied cases.

25X9A2 h. As of 30 June 1956, there were [redacted] on-duty personnel eligible to apply for membership in the Career Staff. Of this number, 25X9A2 the CIA Selection Board has approved [redacted] and accepted the declinations of six persons (see Appendix A).

2. Policies and Procedures

25X1A

a. Regulation [redacted], "The Career Staff of the Central Intelligence Agency", was revised and published to reflect the changes of policy approved by the CIA Selection Board and the CIA Career Council. There were two such major changes, as follows:

(1) Prior to the revision of R [redacted] the time spent in the military of an employee who had been restored to duty was not creditable toward the three-year provisional period for eligibility to apply for membership in the Career Staff. As a result of a meeting between members of the Office of the General Counsel, Office of Personnel, and the Civil Service Commission, (see Appendix B), the CIA Selection Board and the CIA Career Council ruled that such time would be counted toward eligibility to apply for membership in the Career Staff.

25X1A

(2) Prior to the revision of R [redacted], the decision of the CIA Selection Board to accept, defer or reject an individual's application was subject only to appeal to the DCI by the Head of the Career Service concerned. Revised R [redacted] now states that when an individual's application for membership in the Career Staff has been deferred or rejected by decision of the CIA Selection Board, the individual has the right of appeal to the CIA Selection Board.

25X1A

25X1A

b. The CIA Selection Board discussed what, if any, procedures were necessary to implement paragraph 7b of R [redacted] "Separation from the Career Staff". The Board decided that a continuing screening

25X1A

~~SECRET~~

~~SECRET~~

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

process was necessary and proper to maintain the standards for membership in the Career Staff and that the reasons for removal from the Career Staff would not in all cases be reasons for dismissal from the Agency. The Board adopted a procedure as a guide to be followed in cases where a recommendation for removal from the Career Staff is received.

c. The Board discussed whether sufficient information existed in the annual Fitness Reports of those individuals whose applications for membership in the Career Staff had been deferred or whether additional Fitness Reports should be requested on a semi-annual basis. Since all deferred applications will eventually be reconsidered and either accepted or rejected, it was agreed that special Fitness Reports would be necessary to furnish the Selection Board with sufficient information on which to reach a decision. The Board concluded that when an application was deferred, based on the criterion of job performance, a special Fitness Report would be requested immediately and every six months thereafter until the case was resolved.

d. Procedures have been approved for the processing of Staff Agent applications. Those Staff Agent applications which have been returned from the Heads of Career Services are in the initial stages of processing.

e. Selection Staff procedures were revised for the processing of applications on a current rather than a backlog basis.

~~SECRET~~

~~SECRET~~

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

II. Report of Program Plans for 1 July 1956 - 30 June 1957

1. Work Load for Fiscal Year 1957

a. As of 1 July 1956, [] persons still on duty had been notified of their eligibility to apply for membership in the Career Staff. [] applications had been received with recommendations from the Heads of the Career Services concerned. Of these, [] have been acted upon by the CIA Selection Board (see Appendix C). There are as of 1 July 1956, [] applications on hand for action by the CIA Selection Board and [] applications not yet returned (see Part I, Appendix C). In addition there will be approximately [] persons becoming eligible during the next fiscal year.

25X9A2

25X9A2

25X9A2

b. There is on hand, one request for the removal of an individual from the Career Staff. Removal from the Career Staff is a very serious matter and the handling of this, and any others received during the year, will be very time-consuming.

c. There are [] deferred cases to date. The CIA Selection Board has requested that each of these cases be formally reviewed every six months until resolved into acceptance or rejection of the applications in question.

d. There are several cases in which the Head of a Career Service has requested that a special Examining Panel be assembled to consider an individual application. Additional special Examining Panels will be assembled to consider individual applications as directed by the CIA Selection Board.

2. New Policies and Procedures to be Devised

As the need arises, more definitive policies will be proposed to the CIA Selection Board for adoption concerning membership in the Career Staff.

~~SECRET~~

III. Program Outlook for Budget Year for the Period 1 July 1957 -
30 June 1958

25X9A2

No major changes are anticipated during the fiscal year 1958. There will be approximately [REDACTED] persons eligible for membership into the Career Staff. On this basis the present table of organization for the Selection Staff is adequate to handle this work.

25X9A2

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

Approved For Release 2001/08/07 : CIA-RDP80-01826R000100090004-2

C O P Y

6 September 1955

MEMORANDUM FOR THE RECORD

SUBJECT: Possible Conflicts Between CIA Career Service Plan and
Statutory Rights of Veterans

1. As a result of a telephone conversation between Mr. [REDACTED] of Personnel and Mr. Irons of the Civil Service Commission, a meeting was held in the office of John W. Steele, Room 171E, Civil Service Commission Building, attended by Mr. [REDACTED] of Personnel and Mr. [REDACTED], of the Office of the General Counsel, from 1130 to 1230 hours, 2 September 1955 (Mr. Steele may be reached on Code 171, Extension 5291).

25X1A9a

25X1A9a

2. The issue for discussion was as follows:

25X1A

Under policy to be embodied in a revision of R [REDACTED] CIA would not credit military service toward the three year eligibility period for the Career Staff except in those cases where the service was undertaken at the request of CIA or in the performance of CIA functions; would this violate any statutory rights of veterans?

3. At the outset, we indicated to Mr. Steele that, although we could find nothing in the applicable legislation or CSC Regulations directly in point, since the issue of possible conflict had been raised internally, we wished to secure his advice as the Veterans' Preference expert of the Civil Service Commission. We explained to him generally the concept of the CIA Career Service and told him that the general philosophy behind such a program had been informally approved in earlier discussions with the Commission.

4. Mr. Steele agreed that there was nothing in the statutes or regulations directly bearing on the case. However, he felt that this was because of the necessary broadness of statutory language and because in devising regulations, the Commission had not considered this type of situation. He pointed out that should a case arise under our Career Service program and be brought to the Commission for determination of the applicability of Veterans' Preference legislation, the Commission would have to look to the intent of the statute, which he felt sure was to prevent the veteran from losing any rights, to which he would otherwise have become entitled, as a result of his military service.

C O P Y

5. Mr. Steele pointed out that it was most unlikely that a case arising within CIA would get to the Commission for determination. However, we emphasized that we wished to accord with the law and the proprieties, whether or not the degree of our conformance was ever open to question.

6. Some discussion ensued on the nature of the benefits that would attach to membership in the Career Service. Mr. Steele specifically asked if preference would be given to Career Employees in any reduction in force. We replied that, although no overall AIF plan had as yet been developed for the Agency, it was likely that retention preference would be granted to members of the Career Staff. We emphasized the obligation undertaken by those who applied for an accepted membership in the Career Staff--the obligation of unlimited mobility. We stressed the greater value, considering the functions of this Agency, of a mobile employee, other things being equal.

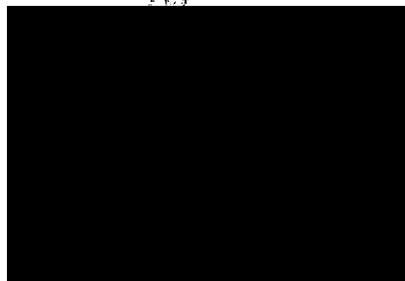
7. We then raised the key point that concerned us, that is, the extreme case of an individual who, after a few days of civilian service with CIA, might enter the military and, upon restoration to CIA civilian employment, would become immediately eligible for consideration for the Career Staff. We pointed out that the various criteria for membership were such that it would be almost impossible to determine their applicability in such a case, since no one within CIA would have had a fair opportunity to appraise the individual.

8. Mr. Steele's conclusion was that although we must count all military service for eligibility, since eligibility is based solely upon length of service, and this is the very interest of the veteran most specifically protected, there could be no objection to our determining in individual cases that an eligible individual did not yet meet the requirements of the selection criteria.

9. The overall conclusion of the conference was that the most satisfactory phrasing for CIA Regulation would be one counting all military service in determining eligibility so as to avoid a possible conflict. It was also agreed that it would be violatory of the spirit of the law, if not of its letter, to blanket out by administrative action all those who offered military service as part of their three year eligibility period, although it is recognized that there may be a higher percentage of rejects in this group simply because of the difficulty of determining their suitability under established criteria.

COPY

10. The point was made to Mr. Steele that CIA was not sure whether or not it was subject to Veterans' Preference legislation, and Mr. Steele conditioned his conclusions upon the assumption that we were, or that (as we had stated) we wished to comply with the policy of the legislation whether subject to it or not.



25X1A9a

Next 1 Page(s) In Document Exempt